

**MINUTES  
VILLAGE OF LAKE PARK COUNCIL MEETING  
3801 LAKE PARK ROAD, LAKE PARK, NC  
REGULAR SESSION  
7 PM**

**November 12, 2019**

**ATTENDING:** Mayor David Cleveland  
Council Members: John Barnes, Pam Jack, James Record and Fabian Szarko  
Village Administrator: Cheri Clark  
Finance Officer: Cheryl Bennett  
Attorney: Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the November 12, 2019 Regular Session Council meeting to order.

**INVOCATION:** Mayor David Cleveland gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** There were no public comments. Mayor David Cleveland congratulated the newly elected Council members.

Mayor David Cleveland recognized the two Councilmen whose terms are coming to an end. Both of these gentlemen have distinguished themselves with their tireless service to the Village of Lake Park. They have served without seeking the spotlight or self-gratification.

Fabian Szarko has served on Council since 2014. During this time he also co-chaired the Park & Recreation Commission where he assisted with Village events and provided oversight for our facilities such as the Community Center, the pools and the tennis and basketball courts. One of his biggest projects was the resurfacing of the tennis and basketball courts

John Barnes served on the Park & Recreation Commission from 2008 to 2011. During this time he worked with Janet Fowler to establish the Lake Park Piranhas Swim Team and served for many years on their board of directors. John was elected to the Village Council in 2011 and again in 2015. In 2017 he was elected by Council to be Mayor Pro Tem. John has served over the Street Lighting and Electrical for the Village during his eight years on Council. He has brought many innovative ideas to update and improve the lighting of our facilities and monuments. John has also been responsible for our landmark clock tower and oversaw updating the clock faces, repainting the roof, and upgrading the electronics for the chimes. John has also led a project to provide additional lighting for the pool and tennis courts which we hope to complete in the near future.

Both John and Fabian have set a high bar for our incoming Councilmen.

**APPROVAL OF MINUTES:** Fabian Szarko made the motion to approve the October 8, 2019 Regular Session Council Minutes as presented. James Record seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** Delete: 12: Planning and Zoning. John Barnes made the motion to adopt the amended November 12, 2019 Council Meeting Agenda. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Lieutenant Brian Keziah is now over Contract Deputies for Union County. Mayor David Cleveland thanked Lt. Keziah for coming to the Council meeting and shared that Deputies Helms and Rucker do a great job for the Village.

**PARKS AND RECREATION:** James Record shared that the Pickle Ball striping is complete. The Mathisen Square sign landscaping has been completed and the back fill and seeding of the Connie's Pond walkway and the swing pads have also been completed.

James Record made a motion to approve \$7,100 for Kiker Tree Service to remove 20 trees and address the tree/light conflicts in the Village. Fabian Szarko seconded the motion. Vote – Unanimous.

James Record made a motion to approve the three year Carolina Pool Contract. John Barnes seconded the motion. Vote – Unanimous.

P&R has purchased two benches for the basketball court. They will be installed by the end of the month.

The Children's Christmas tree has been planted. For 2019, P&R will purchase a 6 foot tree for the children to decorate. The Christmas Tree Lighting is December 8<sup>th</sup> at 5:30 pm. The annual Toys for Tots drive is underway. Toys can be dropped off at the Community Center during regular business hours until December 8<sup>th</sup>.

**COMMUNICATION COMMISSION:** Pam Jack shared that the next Communication Commission meeting is January 15<sup>th</sup> at 7 pm. The booth at the Fall Festival went well. Next year, the Commission would like to have a Council booth not just a Communication booth and include Zoning Information, Stormwater, Waste Collection and Ordinances. There is an opening on the Communication Commission that will be advertised in the December newsletter.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that through the month of October 24% of the current year tax ad valorem had been collected.

Cheri Clark requested that Council release 24 uncollectable citation accounts dating back years that have been registered with the North Carolina Debt Set-off Program since the Village became part of the program in 2013. The individuals that were cited, do not live in Lake Park

and do not own any real property in Lake Park. The 24 accounts amount to \$1,900. John Barnes made the motion to approve the write-off of the 24 citation accounts. Pam Jack seconded the motion. Vote – Unanimous.

	<u>Oct 19</u>	<u>Jul - Oct 19</u>	<u>YTD Budget</u>	<u>% of Budget</u>
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	82,502.64	145,400.5 1	595,058.00	24%
Utility ad valorem	0.00	0.00	7,215.00	0%
Motor vehicle tax	14,234.33	22,365.46	89,209.00	25%
Ad valorem prior years	2,351.10	6,433.15	2,000.00	322%
Penalties and interest	<u>1,135.34</u>	<u>1,530.42</u>	<u>1,800.00</u>	<u>85%</u>
<b>Total Property Taxes</b>	100,223.41	175,729.5 4	695,282.00	25%
<b>Other Taxes</b>				
Stormwater Fees- current year	8,235.00	15,765.00	62,137.00	25%
Stormwater fees - prior years	<u>165.00</u>	<u>225.88</u>	<u>250.00</u>	<u>90%</u>
<b>Total Other Taxes</b>	8,400.00	15,990.88	62,387.00	26%
<b>State Shared Revenues</b>				
Alcoholic Beverage Tax	0.00	0.00	16,200.00	0%
Sales and use tax	18,782.15	25,116.27	210,000.00	12%
Telecom. Sales Tax	0.00	-58.76	1,700.00	-3%
Elec. Sales Tax	0.00	-1,235.71	102,000.00	-1%
Video Prog. Sales Tax	0.00	-700.02	19,000.00	-4%
Piped Gas Sales Tax	0.00	336.53	7,100.00	5%
Solid Waste Disposal Tax	<u>0.00</u>	<u>680.35</u>	<u>3,800.00</u>	<u>18%</u>
<b>Total State Shared Revenues</b>	18,782.15	24,138.66	359,800.00	7%
<b>Parks &amp; Recreation Revenue</b>				
Program Fees-Fishing Licenses	75.00	449.00	1,500.00	30%
Facility Rentals	320.00	2,339.00	3,000.00	78%
Daily swim fees	0.00	10,718.00	12,000.00	89%
Season pass pool fees	<u>0.00</u>	<u>1,100.00</u>	<u>50,000.00</u>	<u>2%</u>
<b>Total Parks &amp; Recreation Revenue</b>	395.00	14,606.00	66,500.00	22%
<b>Other revenues</b>				
Zoning Permits	210.00	435.00	1,500.00	29%
Approp. Fund Balance	0.00	0.00	30,986.00	0%
Civil Penalties	0.00	80.00	600.00	13%
Investment revenue	790.79	3,411.52	8,000.00	43%
Miscellaneous	<u>-1,261.92</u>	<u>17,855.04</u>	<u>17,360.00</u>	<u>103%</u>



Total Other revenues	-261.13	21,781.56	58,446.00	37%
Total Income	127,539.43	252,246.64	1,242,415.00	20%
Expense				
General Government				
Other Expenditures				
Contingency	0.00	0.00	15,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	750.00	750.00	100%
Prof. Fees - Engineering	0.00	0.00	18,000.00	0%
Repairs & Maint. Services	5,700.00	9,643.86	43,537.00	22%
Total Stormwater Expense	5,700.00	10,393.86	62,387.00	17%
Total Other Expenditures	5,700.00	10,393.86	77,387.00	13%
Planning and Zoning				
Zoning Admin. Services	1,132.66	4,530.64	13,592.00	33%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	206.25	206.25	4,000.00	5%
Supplies	0.00	0.00	300.00	0%
Training	160.00	160.00	800.00	20%
Total Planning and Zoning	1,498.91	4,896.89	19,292.00	25%
Gen. Govt. Personal Services				
Adm Assistant	828.75	4,392.38	13,650.00	32%
Clerk/Tax Collector	5,960.34	23,841.36	71,524.00	33%
Council	0.00	2,561.20	12,806.00	20%
Finance Officer	1,574.75	6,299.00	18,897.00	33%
Mayor	0.00	1,313.25	5,253.00	25%
Payroll Expenses	726.48	3,284.74	10,400.00	32%
Total Gen. Govt. Personal Services	9,090.32	41,691.93	132,530.00	31%
Professional Fees				
Auditing Services	0.00	0.00	4,820.00	0%
Legal Services	0.00	3,960.00	18,000.00	22%
Total Professional Fees	0.00	3,960.00	22,820.00	17%
Supplies and Materials				
Office	254.74	1,379.76	7,100.00	19%
Total Supplies and Materials	254.74	1,379.76	7,100.00	19%
Services				
Communications/Newsletter	384.69	827.96	4,900.00	17%
Advertising	0.00	0.00	400.00	0%
Membership and dues	0.00	5,127.00	5,400.00	95%
Bank charges	65.93	261.10	950.00	27%

Elections	0.00	0.00	3,110.00	0%
Insurance/bonds	0.00	9,339.21	9,931.00	94%
Miscellaneous oper. exp.	0.00	62.83	500.00	13%
Website/flyers	0.00	0.00	1,500.00	0%
Postage	181.00	188.00	800.00	24%
Property Tax	0.00	51.32	400.00	13%
Tax collection	435.81	899.95	2,000.00	45%
Telephone	538.42	2,132.42	5,900.00	36%
Training	43.11	43.11	1,000.00	4%
Travel	24.76	309.12	1,200.00	26%
<b>Total Services</b>	<b>1,673.72</b>	<b>19,242.02</b>	<b>37,991.00</b>	<b>51%</b>
<b>Capital Outlay</b>				
Furniture/Office	0.00	0.00	7,000.00	0%
Sidewalk repairs	0.00	0.00	15,000.00	0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>22,000.00</b>	<b>0%</b>
<b>Total General Government</b>	<b>18,217.69</b>	<b>81,564.46</b>	<b>319,120.00</b>	<b>26%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Flags	0.00	0.00	3,500.00	0%
Janitorial /Cleaning Supplies	0.00	2.74	250.00	1%
Food/Provisions - events	0.00	817.71	3,500.00	23%
Pool Supplies	0.00	0.00	2,100.00	0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>0.00</b>	<b>820.45</b>	<b>9,350.00</b>	<b>9%</b>
<b>Parks/Rec Services</b>				
Pool management fee	1,502.00	14,552.00	57,550.00	25%
Pool Operations	15.04	289.16	7,100.00	4%
Comm. center maintenance	253.72	2,381.82	9,150.00	26%
Seasonal Decorations	0.00	23.12	16,500.00	0%
Events Services	0.00	3,406.00	4,000.00	85%
Water/Sewer	1,147.54	2,556.46	6,000.00	43%
Natural Gas	28.14	111.02	700.00	16%
<b>Total Parks/Rec Services</b>	<b>2,946.44</b>	<b>23,319.58</b>	<b>101,000.00</b>	<b>23%</b>
<b>Maintenance of Common Areas</b>				
Landscaping	14,567.96	53,471.84	155,615.00	34%
Park maintenance	522.85	4,926.20	63,750.00	8%
Pond maintenance	1,381.50	5,526.00	19,600.00	28%
Electric Maintenance	685.00	1,560.00	17,500.00	9%
Repairs of Common Areas	0.00	5,340.00	7,240.00	74%
<b>Total Maintenance of Common Areas</b>	<b>17,157.31</b>	<b>70,824.04</b>	<b>263,705.00</b>	<b>27%</b>
<b>Parks/Rec Capital Outlay</b>				
Reserve for Tennis Court	0.00	0.00	10,000.00	0%

Reserve for Playground	0.00	0.00	5,000.00	0%
Benches, Tables etc.	0.00	0.00	2,000.00	0%
Total Parks/Rec Capital Outlay	0.00	0.00	17,000.00	0%
Total Parks & Recreation	20,103.75	94,964.07	391,055.00	24%
Public Services/Safety				
Capital Outlay-ADA parking space	0.00	0.00	10,000.00	0%
Electric bills	8,719.44	36,485.96	116,800.00	31%
Street Signs	234.58	1,595.78	7,500.00	21%
Waste Collection	16,657.33	49,971.99	199,740.00	25%
Law enforcement	0.00	99,089.64	198,200.00	50%
		187,143.3		
Total Public Services/Safety	25,611.35	7	532,240.00	35%
		363,671.9	1,242,415.	
Total Expense	63,932.79	0	00	29%
		-		
Net Ordinary Income	63,606.64	111,425.2		
Powell		6	0.00	100%
Bill				
PB				
Income				
Interest - Powell Funds	0.00	584.61	800.00	73%
Powell Bill Revenue	0.00	47,626.21	96,050.00	50%
Total PB Income	0.00	48,210.82	96,850.00	50%
PB Expense				
Street Exp. - Powell Bill	647.00	647.00	96,850.00	1%
Total PB Expense	647.00	647.00	96,850.00	1%
Net Powell				
Bill	-647.00	47,563.82	0.00	100%
		-		
Net Excess of Rev. over Exp.	62,959.64	63,861.44	0.00	100%

**STORMWATER:** Cheri Clark requested \$1,900 for the storm drain repair between Mimosa and Conifer Circle. Fabian Szarko made the motion to approve the funding for the repair. John Barnes seconded the motion. Vote – Unanimous.

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** John Barnes shared that the electrician will be working at the clock tower doing some repairs. The Village is still waiting on the drawings from the engineering firm for the pool lighting.

**COMMUNICATION INFORMATION:** Pam Jack shared that topics for the December newsletter include: Election Results, Christmas Activities, Toys for Tots, Difference between the HOA and the Village and the process for approvals.

**COUNCIL COMMENTS:** James Record and Pam Jack congratulated the new Council members and shared that they are looking forward to working with them. They thanked John and Fabian for their service to the community and wished them well.

Fabian Szarko congratulated the new Council members and thanked staff and Council for all that they do for the Village. Fabian shared that he will miss working with all of the Council and staff as they have become part of his family.

John Barnes thanked everyone for their service and shared that he has the upmost respect for those that sit on this side of the table.

Mayor David Cleveland congratulated the new Council Members and thanked John Barnes and Fabian Szarko for their service to the Village.

**ADJOURN:** Fabian Szarko made the motion to adjourn. John Barnes seconded the motion.  
Vote – Unanimous.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

